

# **Daily Tracking vs. Quarterly Reporting**

- **Daily tracking means determining waste tonnage and where the waste is from and maintaining records of the data for audits.**
- **Quarterly reporting means compiling the information on waste tonnage and where the waste is from, as gathered through tracking during the quarter, and reporting the quarterly totals allocated to each city and county.**

# **Waste Materials Requiring Separate Tracking and Reporting**

**Operator required to record origin & tons for:**

- **Onsite beneficial reuse materials**

- **ADC (by material type)**
- **AIC (by material type)**
- **Other (by material type)**

- **Designated wastes**

- **Disaster wastes**

- **C&D/inert debris**

# Onsite Beneficial Reuse



This scene is of green waste being applied as Alternative Daily Cover (ADC) in the landfill.

# Allocating Beneficial Reuse Materials to Cities/Counties (for quarterly reporting)

- Track jurisdiction and tons by material type as loads are received
- Track the tons by material type used in Quarter for:
  - ADC
  - AIC
  - Other onsite reuse
- Estimate City/County Allocations
  - Must use reasonable method
  - Example:  $\text{City \% of Green Waste (GW) for Reuse} = \frac{\text{GW reuse tons received from jurisdiction}}{\text{total GW reuse tons received}}$
- Multiply tons used x jurisdiction % by material type.  
Green Waste Example:
  - $\text{ADC tons used} \times \text{city/county \%} = \text{city/county ADC allocation (tons)}$
  - $\text{AIC tons used} \times \text{city/county \%} = \text{city/county AIC allocation (tons)}$
  - $\text{Other onsite reuse tons used} \times \text{city/county \%} = \text{city/county other onsite reuse allocation (tons)}$

# **Questions about ADC/AIC and Beneficial Reuse**

- **For information and applications for ADC/AIC and beneficial reuse contact your Local Enforcement Agent or visit the CIWMB Permitting and Enforcement Division website @ <http://www.ciwmb.ca.gov/LEAAdvisory/48/> and <http://www.ciwmb.ca.gov/Regulations/Title27/ch3sb4a.htm#Article2>**



# Designated Waste



This picture shows a person standing in the middle of waste area surveying the disposal site.

# Disaster Waste



This picture shows two men in hard hats at the scene of an apartment complex that was heavily damaged by an earthquake.

# **Operator Requirements for Quarterly Reporting**

- **During the survey period, the operator tracks tons and origin of waste**
- **Operator summarizes waste tonnage and origin information for each quarter**
- **Operator reports quarterly information by city or county where the waste is from**
- **Operator reports quarterly facility totals**
- **Report are sent to the county where the facility is located**



# **Quarterly Disposal Reports: Jurisdiction Allocation**

**Operator reports quarterly information by city or county of origin on:**

- Tons accepted at the facility**
- Tons disposed or transformed**
- Tons and type of waste used for ADC, AIC and beneficial reuse**

# **Quarterly Disposal Reports: Summary Information**

- **Total tons of soil used as cover or other on-site uses**
- **Total tons of other beneficial reuse (i.e., other than ADC and AIC), by material type**
- **Total tons of waste sent off-site for reuse, recycling, or composting**
- **Total tons reported to BOE subject to the disposal fee**
- **Estimated in-place density and waste-to-cover ratio, or tons per cu.yd. of airspace used**
  - **Additional information:**  
<http://www.ciwmb.ca.gov/RuleArchive/2004/FormE177/FinalTxt.doc>
- **Summary of methods used to determine city or county of origin**

## BOE Totals Should Match DRS Totals

I. OPERATIONS	
1a. Total tons of solid waste accepted during above calendar quarter. (Only include clean soil tons for amounts disposed, if applicable)	
1b. Total tons of clean soil accepted and not disposed during above calendar quarter	
2. Total operating days for above calendar quarter	
3. Average tons of solid waste accepted per operating day (divide line 1a by line 2)	
* IF THE AMOUNT ON LINE 3 IS LESS THAN 5 TONS, ENTER A ZERO ON LINE 10 AND THE RETURN. IF THE AMOUNT ON LINE 3 IS EQUAL TO OR GREATER THAN 5 TONS, CONTINUE	
II. DISPOSAL	
4a. Total tons of solid waste accepted during above calendar quarter (from line 1a above)	
4b. Tons of waste accepted during above calendar quarter and sent to material stockpiles for disposal or reuse	
5a. Total tons of waste removed from waste stream and reused, recycled, or composted off-site; or composted in a separate unit at the same address	
5b. Total tons removed from stockpiled materials for disposal or beneficial reuse during above calendar quarter	
6. Total tons of waste removed from waste stream and used on-site for beneficial reuse (No clean soil tons should be included in 6a, 6b, 6c or 6d)	
a. Tons of waste removed from waste stream for beneficial reuse on-site as alternative daily cover (ADC)	
b. Tons of waste removed from waste stream for beneficial reuse on-site as alternative intermediate cover (AIC)	
c. Tons of waste removed from waste stream and used on-site for other non-cover beneficial reuse purposes	
7. Other waste removed from waste stream and not disposed of in a disposal facility or otherwise exempt from the fee (attach letter of explanation)	
8. TOTAL TONS OF SOLID WASTE SUBJECT TO THE FEE (subtract lines 5, 6, and 7 from line 4)	
III. FEE	
9. Rate of fee per ton	
10. FEE DUE (multiply tonnage on line 8 by the rate of fee on line 9)	
11. Penalty (multiply line 10 by 10% (.10) if payment is made after due date shown above)	PENALTY
12. INTEREST: One month's interest is due on tax for each month or fraction of a month that payment is delayed after the due date. The adjusted monthly interest rate is:	INTEREST
13. TOTAL AMOUNT DUE AND PAYABLE (add lines 10, 11, and 12)	

This is a Board of Equalization (BOE) sample document of the tipping fee details for facilities, jurisdictions, or counties. BOE totals should match DRS totals.

# **Quarterly Report Submittals**

- **Quarterly disposal information sent to the county or regional agency where the facility is located, and to jurisdiction(s) as requested**
- **Quarterly information is due by:**
  - **June 15 for first quarter report**
  - **September 15 for second quarter report**
  - **December 15 for third quarter report**
  - **March 15 (of the next calendar year) for fourth quarter report**

# **Annual Methods Report Content**

**(due by March 15 for previous year)**

- **Facility information**
- **Weighing information including volumetric conversion factors used for each vehicle type and method to determine factor**
- **Frequency of origin surveys**
- **Percent of annual waste assigned to city or county based on:**
  - **Survey Data**
  - **Volumetric Conversion Data**
- **Method to determine origin of waste**
- **Method to verify origin, if applicable**



# **Annual Methods Report**

## **Content (contd.)**

- **Restrictions on cities or counties that may use the landfill**
- **Differences in landfill tipping fees**
- **Computer programs or methods used to track waste origin**
- **Methods used to track ADC, AIC, beneficial reuse, C&D, designated, disaster waste**
- **In-place waste density and waste-to-cover ratio OR airspace utilization factor**

# **Disposal Report Records**

- **Must be kept for 3 years**
- **Documentation to verify city and county allocations, for example:**
  - **Route/billing information (from hauling company)**
  - **Multi-part tickets**
  - **Electronic data files**

# **Records Inspection/Review**

- **Landfills and WTE facilities must allow representatives of city, county, operator & CIWMB to inspect records**
- **Other facilities can only inspect records relating to their own operations**
- **Landfills and WTE facilities must respond to written requests within 10 days**
  - **No more than 14 additional days (if necessary)**
  - **Fees may be charged to cover cost of copies**
  - **Landfills and WTE facilities may request CIWMB to determine proprietary information review**

# **Areas of Potential Compliance Issues**

- **Record keeping**
- **Access to records**
- **Origin information**
- **Export information**
- **Information not submitted (or not submitted in timely manner)**

# *California Integrated Waste Management Board*

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**For more information please refer to:**

**1. The Disposal Reporting System regulations available at <http://www.ciwmb.ca.gov/Regulations/Title14/ch9a92.htm>,**

**2. Disposal Reporting System homepage available at <http://www.ciwmb.ca.gov/lgcentral/DRS/>**

**or**

**3. Contact WasteLine, the California Integrated Waste Management Board's information clearinghouse for waste disposal, diversion, and generation data questions available at [WasteLine@ciwm.ca.gov](mailto:WasteLine@ciwm.ca.gov) or (916) 341-6675.**

The background picture shows a landfill with a bulldozer moving waste.